

January 2005-December 2005

Local Assistance Coordination Work Plan - City of Downey (Final)						
		Completion Dates* (based on calendar year)				
		3rd Qtr. 2007	4th Qtr. 2007	1st Qtr. 2008	2nd Qtr. 2008	3rd Qtr. 2008
1) IMPROVE EFFICIENCY AND EFFECTIVENESS OF COMMERCIAL DIVERSION PROGRAM						
a. To increase diversion from the commercial sector the City will work with its franchise hauler to identify "recycle-rich" or "dry routes" that will be flagged for sorting/processing to recover recyclable material. By July 1, 2007, the City will require the hauler to provide a listing of all commercial routes serviced for each day of the week, and an indication of which routes have been identified as "recycle-rich" or "dry routes", and an estimate of the recovery percentage for each flagged route. The effort is intended to reduce contamination of recyclable material and improve sorting effectiveness. A Commercial Route Diversion Summary Sheet is provided to guide the City on what information it should collect from the haulers to monitor the commercial recovery program. The City will require the commercial service provider to coordinate with the processing facility to ensure that collection vehicles that contain flagged routes are processed for recyclable material.						
b. A City representative will visit the sorting/processing facility used to recover materials from the City's commercial waste on a quarterly basis and make written observations of how the City's commercial loads are handled. Information that the City will document includes: methods used to identify at the gate house "recycle-rich" collection vehicles that are on the list of flagged routes, and a determination that flagged routes are sorted/processed to recover recyclable material; the methods used to process the load; and effectiveness of the processing observed in recovering materials, including an estimated percentage of the recovery rate. Observations made by the City should be retained in the Compliance Documentation Binder described under the quarterly report section of this workplan.						
c. The City should provide written communication to its waste collection service provider of any deficiency identified during these visits within 10 days of the City's visit and observations. The service provider should be required to provide a written response of corrective actions to resolve the problem.						

January 2005-December 2005

Local Assistance Coordination Work Plan - City of Downey (Final)						
	Completion Dates* (based on calendar year)					
	3rd Qtr. 2007	4th Qtr. 2007	1st Qtr. 2008	2nd Qtr. 2008	3rd Qtr. 2008	4th Qtr. 2008
d. Report progress to Board staff on a quarterly basis. The report should include a summary of the City's findings during the quarterly visits, and method of corrective action if necessary.						
2) IMPLEMENT CONSTRUCTION AND DEMOLITION (C&D) ORDINANCE						
a. The City must adopt a Construction and Demolition Ordinance to regulate private building projects. The ordinance should consider information presented in the CIWMB's C&D Diversion Informational Guide and Model C&D Ordinance and ordinances adopted by surrounding communities. The ordinance, at a minimum, will require that 50 percent of waste materials from projects meeting the project size thresholds determined by the City will be diverted. The ordinance will also regulate projects handled by the City's franchise hauler so that materials will either be source separated at the project site or mixed C&D loads will be routed to a processing facility capable of sorting mixed C&D loads and diverting 50 percent of materials handled. The Ordinance must be introduced to City Council no later than July 10, 2007.						
b. This C&D ordinance will be adopted no later than October 1, 2007.						
c. The City will make available to building permit applicants a "Facts-At-A-Glance" description of the City's C&D Ordinance, and a resource list of existing and potential markets/facilities for construction and demolition wastes (concrete, asphalt, wood waste, drywall, etc.).						
d. Implement the City's approved C&D recycling ordinance. The City will involve the City's plan check and/or building safety approval desk in organizing a strategy to administer applicable private projects and ensure compliance. The City's exclusive franchise hauler will also be required to work with the City to the maximum extent possible in diverting C&D waste. The City will also make provisions to plan for diverting street improvement project materials and materials from other City or public projects.						
e. Monitor implementation of C & D Ordinance and affected projects and make program improvements if necessary.						

January 2005-December 2005

Local Assistance Coordination Work Plan - City of Downey (Final)						
	Completion Dates* (based on calendar year)					
	3rd Qtr. 2007	4th Qtr. 2007	1st Qtr. 2008	2nd Qtr. 2008	3rd Qtr. 2008	4th Qtr. 2008
3) REPORT QUARTERLY AND ANNUALLY						
a. Develop a Compliance Documentation Binder to track and document the progress of each of the compliance order tasks. Copies of public education materials, service contracts, collected data shall be collected and compiled by the City in support of completion of the Compliance Order. This binder shall be a record of the task implementation and the evaluation of program implementation progress and made available to Board staff upon request.						
b. Submit to the OLA representative a quarterly report that includes the status of implementation of all programs identified in this Work Plan. The report shall include any issues that need attention and comments from the City. Guidelines for completing the quarterly update are provided by Board staff and should be reviewed by the jurisdiction to ensure a comprehensive report is submitted. A single example of all newly printed educational materials should be included in the quarterly reports with an explanation of how the item is distributed. Monthly hauler reports should also be submitted. Each quarterly report is due 30 days after the end of the calendar quarter.						
c. Complete annual reports and submit to the OLA representative by the deadlines presented each year.						

Note: Shaded areas indicate the reporting period for completion of tasks

* Key to column dates:

Q3-07 = January, 2007 - September 30, 2007
 Q4-07 = October 1, 2007 - December 31, 2007
 Q1-08 = January 1, 2008 - March 31, 2008
 Q2-08 = April 1, 2008 - June 30, 2008
 Q3-08 = July 1, 2008 - September 30, 2008
 Q4-08 = October 1, 2008 - December 31, 2008